



OLD VALUES - NEW HORIZONS

COMMUNITY DEVELOPMENT

3 North Lowell Road, Windham, New Hampshire 03087

(603) 432-3806 / Fax (603) 432-7362

www.WindhamNH.gov

Planning Board Draft Minutes

December 14, 2016

7:00 pm at Community Development meeting room

3 No. Lowell Road

Attendance:

Paul Gosselin, Chairman	(Excused)
Kristi St. Laurent, Vice Chair	(Present-arrived at 8:55 PM)
Margaret Crisler	(Present-served as Acting Chair)
Alan Carpenter	(Excused)
Dan Guttman	(Present-arrived at 7:40 PM_
Ruth-Ellen Post	(Present)
Ross McLeod, Board of Selectmen Representative	(Present)
Jennifer Simmons, Board of Selectmen alternate	(Excused)
Kathleen DiFruscia, Alternate	(Present) – Seated for Mr. Gosselin
Matt Rounds, Alternate	(Excused)
Gabe Toubia, Alternate	(Present) – seated for Mr. Carpenter

Staff:

Dick Gregory, Planning Director

Call to Order / Pledge of Allegiance

Member Margaret Crisler served as Acting Chair as Mr. Gosselin (Chair) was excused from the meeting and Ms. St. Laurent (Vice-Chair) arrived at 8:55 PM.

Alternate member Kathleen DiFruscia was seated for Mr. Gosselin.

Alternate member Gabe Toubia was seated for Mr. Carpenter.

PUBLIC HEARING

Agenda Item 1:

Master Plan Workshops-Historical & Cultural Resources (“HCR”).

Mr. Frank Farmer of the Heritage Commission spoke about his committee and its work.

Ms. Post commented positively about the presentation and offered suggestions for improvement to HRC plan/presentation. The suggestions consisted of the following:

- Identify the “dots” legend on the map in the plan presentation.
- Identify National Register items that may be eligible for grant money.

Ms. DiFruscia also made positive comments about the presentation. Also, she recommended for the inclusion of a reference to the demolition delay; basically to cite a reference to the governing ordinance.

Mr. McLeod agreed about having the demolition delay cited.

Ms. Crisler opened this item to the public for comments. Seeing none, she asked for a motion.

Motion:

Mr. McLeod made a motion to move this item to 1/11/2017 at 7 PM.

The motion was seconded by Ms. DiFruscia.

Vote: 5-0-0; Motion Passed

Agenda Item 2

Revisions of land Mergers Regulations. This item was not originally listed on the agenda, but was inserted in this evening's meeting as a late addition.

Mr. Rex Norman, Director of Community Development (Town of Windham, NH) offered recommendations for clarification of lot consolidation as governed by the Voluntary Merger Regulations. These changes were minor in scope and consisted of wording and formatting.

The Planning Board was receptive to these changes.

Mr. McLeod pointed out that Footnote #2 in section 4 was not needed, as it was duplicitous to Footnote #1.

Motion:

Ms. Post made a motion move this item to 1/11/2017 at 7 PM.

The motion was seconded by Mr. McLeod.

Vote: 5-0-0; Motion Passed

Agenda Item #3

Village Center District ("VCD") - Presentation by Timothy Pitcher

Mr. Pitcher is a developer in the VCD and he made a presentation about his plans and the VCD altogether. He spoke of the importance of connectivity of the various parcels that should be considered and incorporated in development plans. Such connectivity is needed to create walkability in the development of the VCD. He also spoke about design and certain features such as rock walls, etc. He also stated that he would seek Town water, to be managed by Penechuk. He will be seeking variances and wanted feedback in advance so that he can address issues in advance. One of the variances pertains to the ordinance that governs structure height restrictions.

Ms. DiFruscia mentioned that she sits on the Beautification Committee ("BC") and had missed Mr. Pitcher's prior presentation to the BC. She expressed her concern about traffic being heavy and close to the development. Moving the road of North Lowell would undermine beautification plans. Further, Ms. DiFruscia inquired about the type of park, fencing, stone wall and other items of "beautification" importance. She also mentioned that the BC has reached out to the landowners to discuss connectivity.

Mr. McLeod asked about the hump in front of Town Hall.

Mr. Guttman asked if the development project would work without the height variance.

Ms. Crisler asked for Board comments about the project, Main St. concept, connectivity, etc.

Mr. McLeod stated that he likes the plan and would consider supporting the height variance.

Ms. DiFruscia likes the inter-connectivity, that fact that the developer is willing to work with other land owners.

Ms. Post stated that she is encouraged by the conversations taking place about connectivity, the Main St. concept, and overall village “feel”.

Mr. Guttman stated that he likes the connectivity but has concerns about 4 story buildings.

Ms. Crisler stated that she is pleased with the plan, the connectivity, and the cooperation among land owners.

Agenda Item #4
Village Center Sign Discussion.

This item was not ready for discussion by the Board. However, Mr. Chris McCarthy, land owner and developer asked to speak about it. He presented his thoughts and provided feedback from potential tenants of future commercial developments. He spoke about the importance of signs and made reference to how future potential tenants are asking for signs. He suggested that such tenants are demand it as a condition of renting. He further intimated that if signs are not permitted, the development would shift from commercial to multi-unit residential.

Mr. McLeod questioned the importance of signs and stated that they are somewhat useless as drivers would not be able to read the names of tenants while driving around 30-40 miles per hour.

The other members of the Planning Board were in unison about signs citing the lack of functionality, esthetics, etc.

Agenda Item #5
Review and Approval of the following minutes: 10-12-16, 11-2-16, 11-9-16, & 11-16-16.

Board Members opted to post pone the review/approval of 3 of the four minutes. The exception was the 11-2-16 minutes, which were approved in the following motion.

Motion:
Ms. St. Laurent made a motion to approve the 11-2-16 minutes.
The motion was seconded by Ms. Post.
Vote: 4-1-1; Motion Passed.

Motion:
Mr. Guttman made a motion to adjourn at 9:30 PM.
Mr. McLeod seconded the motion.
Vote: 5-0-0; Motion passed.
